

9 August 1984

MEMORANDUM FOR: Chief, New Building Project Office

FROM:

 Chief
Printing and Photography Division, OL

SUBJECT: Space Requirements for Proposed P&P Building
Expansion

1. At your request, a preliminary review of additional space requirements was completed. A total of approximately 38,050 sq. ft. was identified as needed for existing P&PD requirements.

2. The criteria used for additional space requirements was new equipment acquisitions, safety of production employees and customers, and proper space to reconfigure existing equipment for proper production workflow. Attachment A identifies space required by Branch, and a brief explanation of their intended use.

3. In the event OTS should be housed in this facility, an estimated 20,000 sq. ft. would also be needed.

Attachment:
As stated

Distribution:

- Orig - Addressee
- 1 - Director of Logistics
- 1 - OL Registry
- 1 - OL/P&PD Official
- 1 - OL/P&PD Chrono
- 1 - OL/P&PD/PPGSS Files

OL/P&PD  (9AUG84)

OL 11103-84

P&PD Main Plant

Additional Space Requirements

- | | |
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| 1. Printing Planning Office | 800 sq. ft. |
| <ul style="list-style-type: none">— Added office work space and job receiving area | |
| 2. Press | 8,000 sq. ft. |
| <ul style="list-style-type: none">— New web unit— 4-color press— Perfector— Additional locker room— New form roller storage | |
| 3. Bindery | 10,800 sq. ft. |
| <ul style="list-style-type: none">— Improve existing equipment configuration— Bindery automation equipment— Tab mylar & die cutting equipment | |
| 4. LSS | 4,200 sq. ft. |
| <ul style="list-style-type: none">— Expand office space— Expand warehouse area for storage— Expand maintenance work area | |
| 5. Systems Staff | 500 sq. ft. |
| <ul style="list-style-type: none">— Expand office space | |
| 6. Photography Branch | 14,450 sq. ft. |
| <ul style="list-style-type: none">— Relocate COM— MP/TV film production workspace— MP/TV Studio with Control Room
(Studio large enough for 25 to 30 people)— Color Section equipment reconfiguration— Micro/Photo equipment and workspace expansion— Storage— Quality Control area— Technical Library— Expand Production Control for customer access | |
| 7. Plate Room | 500 sq. ft. |
| <ul style="list-style-type: none">— Quality Control and inspection area | |